

# The November Club Yearbook



1955-1956





# YEARBOOK

1953 - 1954

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## NOVEMBER CLUB

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ANDOVER  
MASSACHUSETTS

Organized November 7, 1889  
Incorporated June 15, 1891

# PRESIDENTS OF THE NOVEMBER CLUB

1889-1953

- \*Mrs. Helen M. Coy, 1889-1890
- \*Miss Emily A. Means, 1890-1891
- \*Mrs. Frederic Palmer, 1891-1892
- \*Mrs. William J. Tucker, 1892-1893
- \*Miss Maria S. Merrill, 1893-1894
- \*Miss Agnes Park, 1894-1896
- \*Mrs. Horace H. Tyer, 1896-1898
- \*Mrs. Matthew S. McCurdy, 1898-1901
- \*Miss Alice Buck, 1901-1903
- \*Mrs. Frederic Palmer, 1903-1904
- \*Mrs. Horace H. Tyer, 1904-1905
- \*Mrs. Matthew S. McCurdy, 1905-1906
- \*Mrs. Peter D. Smith, 1906-1909
- \*Mrs. James C. Sawyer, 1909-1911
- \*Mrs. Frank T. Carlton, 1911-1913
- \*Mrs. Edward Y. Hincks, 1913-1914

\*Miss Katherine R. Kelsey, 1914-1917  
\*Mrs. James C. Sawyer, 1917-1919  
\*Mrs. Horace H. Tyer, 1919-1921  
\*Miss Bertha Bailey, 1921-1923  
Mrs. John C. Angus, 1923-1925  
Mrs. E. Victor Bigelow, 1925-1927, Quincy  
\*Mrs. Frank T. Carlton, 1927-1928  
Miss Fannie E. Davis, 1928-1931  
Mrs. James H. Eaton, 1931-1932  
Mrs. Henry S. Hopper, 1932-1934  
Mrs. Lester E. Lynde, 1934-1936  
Miss Anne B. Penniman, 1936-1939  
Mrs. Frederick M. Boyce, 1939-1941,  
Barrington, R.I.  
Mrs. F. Tyler Carlton, 1941-1943  
Miss Anne B. Penniman, 1943-1944  
Mrs. Harold T. Godfrey, 1944-1946  
Mrs. Otis C. Severance, 1946-1946  
Cooperstown, New York  
Mrs. Harold T. Godfrey, 1946-1947  
Mrs. Edward C. Nichols, 1947-1949  
Mrs. Ernest L. Wilkinson, 1949-1951  
Mrs. Roland H. Sherman, 1951-1953  
Mrs. Donald L. Amy, 1953-

\*Deceased

## Presidents



## OFFICERS 1953 - 1954

President

MRS. DONALD L. AMY  
Tel. 2079

First Vice-President

MRS. WALLACE RENNIE  
Tel. 706

Second Vice-President

MRS. FRANCIS G. GUTH  
Tel. 14

Recording Secretary

MRS. EVERETT L. HULL  
Tel. 1509

Corresponding Secretary

MRS. FREDERICK FLATHER  
Tel. 1427

Treasurer

MRS. HENRY J. STEVENSON  
Tel. 38

### **Directors for One Year**

Mrs. Leslie S. Jolliffe

Mrs. Stanley W. Parker

### **Directors for Two Years**

Mrs. Ellis M. Moore

Mrs. F. Tyler Carlton

### **Directors for Three Years**

Mrs. William V. Emmons

Mrs. Herbert H. Veit

Directors' meetings are held with the president the second Tuesday of each month at 10:00 A.M.

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### **Decorating Committee**

MRS. RALPH B. WILKINSON, Chairman

Tel. 1478

MRS. PRESTON H. BLAKE

MRS. EDWARD P. DEAN

### **Clubhouse and Grounds Committee**

MRS. BERNARD H. CAPEN, Chairman Tel. 2130-M  
MRS. WILLIAM V. EMMONS  
MRS. CLAUDE M. LAMB

MRS. GEORGE B. WESTHAVER

### **Committee on Teas**

MRS. EMIL J. DesROCHES and Tel. 2147  
MRS. GEORGE W. GLENNIE, Co-Chairmen Tel. 625  
MRS. HARRY A. DONOVAN  
MRS. WILLIAM R. EDWARDS  
MRS. FREDERICK W. GOULD  
MRS. CHARLES GREGORY

### **Hospitality Committee**

MRS. LESLIE S. JOLLIFFE  
MISS FONNIE DAVIS Tel. 386

### **Printing Committee**

MISS BESSIE P. GOLDSMITH  
MRS. EVERETT L. HULL

### **Auditor**

MISS ANNE B. PENNIMAN

### **Nominating Committee**

MRS. HOWELL M. STILLMAN, Chairman Tel. 37  
MRS. CLINTON D. SHAW

MRS. GEORGE WEST

### **November Club Assembly Committee**

MRS. ERNEST L. WILKINSON and Tel. 1653  
MRS. ALBERT E. JEWELL, Co-Chairmen Tel. 718  
MRS. GEORGE K. SANBORN, Treasurer

### **Rummage Sale Committee**

MRS. WALTER C. TOMLINSON and Tel. 1630  
MRS. EDWARD C. NICHOLS, Co-Chairmen Tel. 1148

### **Community Service Committee**

MRS. ROLAND H. SHERMAN, Chairman Tel. 15  
MRS. JAMES L. DEAN

MRS. CLEVELAND GILCREAST

MRS. JOSEPH F. RAICHLEN

MRS. WALLACE RENNIE

### **Andover Infirmary Christmas Committee**

MRS. HOWELL M. STILLMAN, Chairman Tel. 37  
MRS. GEORGE W. GLENNIE  
MISS MABEL E. MARSHALL

## **Officers**

## **Committees**



## CALENDAR

November, 1953

April, 1954

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Meetings are held at the November Clubhouse, 6 Locke Street, on alternate Mondays, at 3:00 P.M., unless otherwise stated. Refreshments will be served at the close of each meeting.

Guest privilege limits a resident of Andover to two meetings.

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Nov. 2

### SANDWICH GLASS

The Art Department presents

Ruth Webb Lee

The foremost authority and writer on old glass in America  
(Colored film)

Reception for new members 2:30-3:00 P.M.  
(Open meeting)

Nov. 16

### SIAM, THE HAPPY KINGDOM

Commander W. K. Norton, U.S.N.R.

With films showing the fabulous splendor and dazzling colors of the Orient

Nov. 20

### Rummage Sale at the Clubhouse

(Articles may be left at the Clubhouse Thursday, November 19)



- Nov. 30 HISTORY IN THE MAKING  
Mrs. Frank Mansfield Taylor
- Dec. 14 THE GOURMET'S HOLIDAY  
Mrs. Ralph L. Smith  
A demonstration of Yuletide cooking
- Jan. 11 BEAUTY IS NOT AN AGE  
Eleanor Arnett Nash  
Noted New York fashion authority and novelist
- Jan. 25 PLATFORM PORTRAITS  
The Drama Department Presents  
Richard Corson  
in a highly diverting group of original character sketches
- Feb. 15 WOMEN THE WORLD OVER  
Rebecca Reyher  
A world traveler of wide experience—  
Author of "Zulu Woman" and "The Fon  
and His Hundred Wives"
- March 1 THE BEST OF THE SPRING BOOKS  
The Literature Department presents  
Marion Tucker Rudkin  
A bakery sale for the benefit of the Art  
Scholarship Fund, sponsored by the Art  
Department, follows this meeting
- March 15 I LIVE ON THE BOTTOM OF THE SEA  
Max Gene Nohl  
The world's foremost pioneer of the great  
ocean floor will show an all-color film  
8:15 P.M.—Guest night
- March 29 COLOR AND ITS USE  
R. L. Seavey  
Building room groupings with color and  
fabrics
- April 12 ANNUAL MEETING  
Piano recital by Mildred Moore  
(For members only)

# NOTICES

## AIMS AND IDEALS OF THE NOVEMBER CLUB

The aim is to promote culture and to establish cordial and friendly relations among all of its members. The ideals are social, educational and community welfare. Through the years the Club has demonstrated its capacity for productive, frank and creative thinking with the high standard that is offered today in mental stimulation and social pleasure.

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## ART SCHOLARSHIP FUND

The Mrs. James B. Smith Art Scholarship Fund was established in 1921 by the Art Department for the purpose of founding a scholarship to benefit pupils from the town of Andover in studying the Fine Arts. Total amount October 15, 1953, \$1,165.48.

## TRUSTEES

Miss Alice Jenkins, Chairman  
Mrs. Donald L. Amy, President of the November Club  
Mrs. Charles R. Bennett, Chairman of the Art Department



## DEPARTMENT PROGRAMS

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### ART

Mondays at 3:00 P.M.

#### Committee

Mrs. Charles R. Bennett, Chairman  
Mrs. Theodore L. Dodge, Program Chair-  
man  
Miss Bessie P. Goldsmith  
Mrs. Bernard H. Capen

#### AMERICAN SCULPTURE — THE FIRST HUNDRED YEARS 1830-1930

- Nov. 9 The Appreciation of Sculpture: What We  
Owe to European Art
- Nov. 23 Our Early American Sculptors and the  
World They Lived in
- Dec. 7 Folk Art and the Rogers Groups
- Jan. 4 "Let Us Now Praise Famous Men"  
Augustus Saint-Gaudens  
Daniel Chester French
- Jan. 18 From Medals to Monuments
- Feb. 8 Arthur C. Goodwin—Is He the "Forgotten  
Man"?
- March 8 The First Ladies of Sculpture  
Malvina Hoffman  
Anna Hyatt Huntington
- March 22 Of Garden Sculpture: Brookgreen S. C.
- April 5 Modern Trends: The Cape Ann Festival

At the March 1st meeting of the Club the Art Department will sponsor a Bakery Sale for the benefit of the Art Scholarship Fund. Mrs. Capen will be in charge.

## DRAMA

Fridays at 2:00 P.M.

### Committee

Miss Mabel E. Marshall and  
Mrs. Edward C. Nichols, Co-Chairmen  
Mrs. Eugene V. Lovely  
Mrs. Everett L. Hull

Nov. 6 Social hour and business meeting  
(Guests invited)

Dec. 11 Christmas program

Jan. 15 Shawls from Many Lands, an informal  
talk by Mrs. Frank L. Brigham

Feb. 19 Play reading — to be announced

March 5 Play reading — to be announced

April 2 Annual Meeting



# LITERATURE

Wednesdays at 3:30 P.M.

## Committee

Miss Alice G. Moore  
Mrs. Frank L. Brigham

## LITERARY SERIES

MISS IRENE E. COOK

Instructor of French in North Andover  
High School

Nov. 12 INDIA AND THE AWAKENING EAST

Eleanor Roosevelt  
(Thursday — note change of day)  
Open meeting at the Clubhouse

Dec. 9 PERIOD PIECE

Given Reverat

Feb. 10 Novel — to be announced

March 10 OUR VIRGIN ISLAND

Robert White

April 7 Annual Meeting

## Drama

## Literature

## ROLL OF MEMBERS

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Amy, Marietta B. (Mrs. Donald L.)  
Banta, Lorene S. (Mrs. Cornelius G. S.)  
Barnard, Elizabeth D. (Mrs. Foster C.)  
Barnard, Winifred M. (Mrs. W. Shirley)  
Bell, Edith F. (Mrs. Joseph P.)  
Bell, Mary W. (Miss)  
Bennett, Mary D. (Mrs. Charles R.)  
Berry, Lucy A. (Mrs. Fred P.)  
Billings, Emilie F. (Mrs. Walter E.)  
Blake, Gertrude I. (Mrs. Preston H.)  
Bliss, Eleanor G. (Mrs. Arthur)  
Bodwell, Eva C. (Mrs. Henry A.)  
Bond, Anna M. (Mrs. John W.)  
Bottomley, Amelia P. (Mrs. Jesse)  
Bradley, Elizabeth (Mrs. Frederick W.)  
Brannan, Marcia (Mrs. Fred B.)  
Brigham, Winifred W. (Mrs. Frank L.)  
Brown, Deborah T. (Mrs. Will G., Jr.)  
Brown, Ethel F. (Miss)  
Burt, Carolyn R. (Mrs. J. Albion)  
Buttrick, Lillian M. (Mrs. Frank A.)  
Capen, Lesta F. (Mrs. Bernard H.)  
Carlton, Alice Loomer (Mrs. F. Tyler)  
Carter, Harriet W. (Miss)  
Clark, Louise M. (Mrs. Granville A.)  
Cole, Betty Lane (Mrs. John N., 2nd)  
Cole, Marion Barnard (Mrs. Arthur W.)  
Critchley, Elizabeth N. (Mrs. F. Thomas)  
Currier, Gertrude (Mrs. Willard A.)  
Currier, Margaret C. (Mrs. Charles A.)  
Currier, Mary Louise D. (Mrs. Willard H.)  
Davis, Fannie E. (Miss)  
Dean, Jane S. (Mrs. Edward P.)  
Dean, Marion (Mrs. James L.)  
Dearborn, Dorothy R. (Mrs. Everett C.)  
DesRoches, Frances S. (Mrs. Emil J.)  
Dodge, Margaret A. (Mrs. Theodore L.)  
Donald, Edith J. (Mrs. Douglas)



Donovan, Ruth K. (Mrs. Harry A.)  
Downs, Laura Cheever (Mrs. James E.)  
Eaton, Lucy Allen (Mrs. Thaxter)  
Eaton, Mildred F. (Mrs. James H.)  
Edwards, Marjorie (Mrs. William R.)  
Elander, Anna E. (Mrs. Carl E.)  
Emmons, Dorothy (Mrs. Thomas A.)  
Emmons, Marjorie W. (Mrs. William V.)  
Emsley, Gladys L. (Mrs. Howard A.)  
Ezell, Woodson Cole (Mrs.)  
Farlow, Maude Soule (Mrs.)  
Field, Pauline G. (Mrs. Leon A.)  
Finger, Mary B. (Mrs. Louis S.)  
Flagg, Annie F. (Mrs. Burton S.)  
Flather, Edith (Mrs. Frederick)  
Foster, Irene (Mrs. William P.)  
French, Clara Belle S. (Mrs. Philip R.)  
Frost, Charlotte E. H. (Mrs. Archie N.)  
Fuller, Julia (Mrs. James C.)  
Gage, Mildred A. (Mrs. George H.)  
Gibson, May Bess (Mrs. Alexander D.)  
Gilcreast, Florence A. (Mrs. John E.)  
Gilcreast, Harriet J. (Mrs. Cleveland)  
Glennie, Gertrude C. (Mrs. Douglas)  
Glennie, Hazel K. (Mrs. George W.)  
Godfrey, Ruth M. (Mrs. Harold T.)  
Goldsmith, Bessie Punchard (Miss)  
Gould, Edna G. (Mrs. Frederick W.)  
Gregory, Bessie (Mrs. Charles)  
Guth, Barbara (Mrs. Francis G.)  
Hadley, Grace F. (Mrs. Ralph E.)  
Hall, Maude James (Mrs. Byron C.)  
Hammond, Bethea M. (Mrs. Edmond E.)  
Hanson, Marguerite (Mrs. William V.)  
Harrison, Lesley W. (Mrs. Clifton R.)  
Haselton, Mabel (Mrs. George E.)  
Hay, Louise O. (Mrs. Ernest C.)  
Hopkins, Alice L. (Miss)  
Hopper, Anna H. (Mrs. Henry S.)  
Horne, Mildred Videto (Mrs. Burchard Everett)  
Houghton, Sally E. (Mrs. C. Leon)  
Hull, Elizabeth B. (Mrs. Everett L.)  
Hulme, Louise D. (Mrs. Frederick R.)  
Jaspert, Eileen (Mrs. George H.)  
Jenkins, Alice C. (Miss)  
Jenkins, Evelyn (Miss)

## Roll of Members

Jenkins, Kate P. (Miss)  
Jewell, Ruth (Mrs. Albert E.)  
Johnson, Anne L. (Mrs. Frank E.)  
Johnson, Margaret W. (Mrs. Mitchell)  
Jolliffe, Eldora (Mrs. Leslie S.)  
\* Jones, Mary N. T. (Mrs. Frederick H.)  
Kelsey, Louise R. (Miss)  
Kerr, Jennie (Mrs. Albert L.)  
Kurth, Isabel S. (Mrs. William W.)  
Lamb, Mary (Mrs. Claude M.)  
Leitch, Gertrude S. (Mrs. Harold W.)  
Lillis, Beatrice C. (Mrs. Walter F.)  
Lloyd, Anne (Mrs. Andrew J.)  
Longe, Mabel K. (Mrs. J. Kendall)  
Lord, Elizabeth W. (Mrs. Wilfred)  
Loud, Ethel G. (Mrs. Stanley W.)  
Lovely, Isabell K. (Mrs. Eugene V.)  
Luedke, Edythe M. (Mrs. George)  
Lynde, Frances W. (Mrs. Lester E.)  
Manning Dorothy (Mrs. Mervyn M.)  
Marshall, Mabel E. (Miss)  
Mayo, Pauline A. (Mrs. Robert D.)  
McTernan, Helen M. (Mrs. Malcolm B.)  
Merrill, Gertrude A. (Mrs. Ernest S.)  
Mondale, Madelyn S. (Mrs. Walter E.)  
Moore, Alice G. (Miss)  
Moore, Frances R. (Mrs. Ellis M.)  
Nason, Lulu W. (Mrs. Evan A.)  
Newcomb, Elizabeth (Mrs. Winthrop)  
Newton, Elizabeth A. (Mrs. Lester C.)  
Nichols, Arita Taft (Mrs. Edward C.)  
Noyes, Mary A. (Mrs. Harry H.)  
Nunez, Edith R. (Mrs. V. E.)  
Nutton, Frances M. (Mrs. Percy)  
Parker, Evelyn (Miss)  
Parker, Helen C. (Mrs. Stanley W.)  
Partridge, Dorothy (Mrs. Walter H.)  
Penniman, Anne B. (Miss)  
Penniman, S. Ella (Miss)  
Poore, Thayer (Mrs. Charles M.)  
Putnam, Miriam (Miss)  
Raichlen, Marjorie (Mrs. Joseph F.)  
Rafton, Helen G. (Mrs. Harold R.)  
Reading, Ethel C. (Mrs. Arthur H.)



Reeves, Mildred B. (Mrs. Arthur A.)  
Rennie, Margaret W. (Mrs. Wallace)  
Riggs, Alice (Mrs. Homer C.)  
Robjent, Mary B. (Mrs. George F.)  
Rogers, Martha E. (Mrs. Irving E.)  
Safford, Annie (Mrs. Frederick H.)  
Sanborn, Dorothy F. (Mrs.)  
Sanborn, Frances L. (Mrs. George K.)  
Sanborn, Laura M. (Miss)  
Shaw, Anne S. (Mrs. Clinton D.)  
Sherman, Olive F. (Mrs. Roland H.)  
Sjostrom, Monimia S. (Mrs. Ivar L.)  
Smith, Marjorie (Miss)  
Smith, Myra Church (Mrs. J. Lewis)  
Smith, Myrtle (Mrs. Harold)  
Stevenson, Mildred J. (Mrs. Henry J.)  
Stillman, Mary (Mrs. Howell M.)  
Stone, May H. (Mrs. Colver J.)  
Stowers, Anne (Mrs. Nathaniel)  
Stulgis, Beatrice S. (Mrs. Vincent F.)  
†Taylor, Elizabeth B. (Mrs. Robert B.)  
Tewksbury, Ethel H. (Miss)  
Tomlinson, Alicia B. (Mrs. Walter C.)  
Trott, Emma D. (Mrs. Emery J.)  
Trow, Florence B. (Mrs. William A.)  
Valz, Erma (Mrs. Dino G.)  
Vandenbergh, Ellen (Mrs. Jack A.)  
Veit, Ethel H. (Mrs. Herbert H.)  
Walworth, Frances (Mrs. Joseph E.)  
Weaver, Grace K. (Mrs. Elbert C.)  
Webster, Mina (Mrs. Dean K., Jr)  
Wells, Minnie E. (Mrs. Chester H.)  
West, Elizabeth C. (Mrs. George)  
Westhaver, Martha G. (Mrs. George B.)  
Whitney, Alice T. (Miss)  
Wilkinson, Helen K. (Mrs. Ernest L.)  
Wilkinson, Priscilla B. (Mrs. Ralph B.)  
Wilson, Edith C. (Mrs. Alexander)  
Zecchini, Mary (Miss)

\*Deceased

†Has a substitute

## NEW MEMBERS

Appleton, Helen (Mrs. Lyman)  
Brookover, Elizabeth (Mrs. John S.)  
Carpenter, Miriam F. (Miss)  
Erickson, Arlene (Mrs. Edward I.)  
Hill, Dorothy S. (Mrs. Ralph H.)  
Lally, Marion W. (Mrs. Raymond J.)  
March, Faith B. (Mrs. Lindsay J.)  
Russell, Carita (Mrs. Kimball)  
Springall, Marjorie L. (Mrs. Cyrus F.)  
Tower, Helen (Mrs. Oswald)  
Tucker, Eva (Mrs. Atherton H.)  
Whitham, Barbara (Mrs. John, Jr.)  
Wilson, Mildred W. (Mrs. Walter C.)

## SUBSTITUTE MEMBER

Peterkin, Faith K. (Mrs. L. Denis)

## HONORARY MEMBERS

Angus, Annie Smart (Mrs. John C.)  
Bigelow, Carrie H. (Mrs. E. Victor)  
Boyce, Eda T. (Mrs. Frederick M.)  
Severance, Marion M. (Mrs. Otis C.)

## IN MEMORIAM

Butler, Ruth L. (Mrs. Byron T.)  
Emmons, Grace G. (Mrs. Harry I.)  
Jones, Mary N. T. (Mrs. Frederick H.)

# CHARTER

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BE IT KNOWN that whereas Emily A. Means, Elizabeth L. Handy, Abby L. Thomson, Ida M. McCurdy, Abbie J. Smith, Helen M. Coy, Maria S. Merrill, Elizabeth B. D. Smyth, Catherine S. Tyer, Philena McKeen, and Mary A. Johnson have associated themselves with the intention of forming a corporation under the name of the November Club, for the purpose of literary, social and educational purposes, and establishing and maintaining a place for a reading-room, library and social meetings, and have complied with the provisions of the Statutes of this Commonwealth in such case made and provided, as appears from the certificate of the President, Treasurer, and Directors of said Corporation, duly approved by the Commissioners of Corporation, and recorded in this office:

Now, therefore, I, William M. Olin, Secretary of the Commonwealth of Massachusetts, do hereby certify that said Emily A. Means, Elizabeth L. Handy, Abby L. Thomson, Ida M. McCurdy, Abbie J. Smith, Helen M. Coy, Maria S. Merrill, Elizabeth B. D. Smyth, Catherine S. Tyer, Philena McKeen, and Mary A. Johnson, their associates and successors, are legally organized and established as and are hereby made an existing corporation under the name of the November Club, with the powers, rights, privileges, and subject to the limitations, duties and restrictions which by law appertain thereto.

Witness, my official signature hereunto subscribed, and the seal of the Commonwealth of Massachusetts hereunto affixed this fifteenth day of June, in the year of our Lord one thousand eight hundred and ninety-one.



WILLIAM M. OLIN,  
Secretary of the Commonwealth



# BY-LAWS

## Article I—MEMBERSHIP

The membership shall include the following classes: Regular, Honorary, Associate, and Substitute Members.

### Regular Members

The regular membership shall be limited to two hundred.

Members may propose each year the name of one person for membership. The name must be presented in writing to the Corresponding Secretary with some word of recommendation, endorsed by two other members, and signed. Members of the Club may endorse not more than one name each year. These names with their sponsors shall be placed on a waiting list from which the Board of Directors shall fill all vacancies as they occur. The voting shall be by ballot, and the vote of seven members of the Board of Directors shall be necessary for election. No name shall remain on the waiting list more than two years, but it may be proposed again after that time.

Regular members shall pay an annual fee of nine dollars, one dollar of which is an assessment for teas. This amount shall be due and payable at the annual meeting. Membership cards are not transferable.

The Board of Directors will consider applications for membership in the Club at any time during the year, but only the names of those accepted by the Board before the last Wednesday in September will appear in the yearbook.

Members wishing to resign from the Club must present their resignation in writing to the Corresponding Secretary by May fifteen, otherwise they will be held responsible for their annual dues.

Members who fail to pay their dues by June fifteen shall forfeit their membership in the Club.

New regular members shall sign the By-Laws, and shall pay an entrance fee of five dollars and an annual fee of nine dollars, one dollar of which is for teas. This amount shall be due and payable on their admission to the Club.

Regular members shall elect officers of the club and act upon all questions that come before them.

### Honorary Members

Honorary membership shall include:—

First, Past Presidents no longer active members of the Club.

Second, any distinguished person elected by the Club.

#### Associate Members

Any lady temporarily residing in Andover, whose name has been proposed in writing, such proposals signed by three regular members, may be elected by the Board of Directors as an associate member for a term of three years.

The voting shall be by ballot, and the candidate shall receive at least seven votes.

The annual fee shall be the same as that of a regular member.

An associate member shall not participate in the business of the Club, nor be re-elected, nor retain membership after removal from Andover.

The number of associate members shall not exceed five.

#### Substitute Members

A regular member intending to be absent from Andover throughout a Club year may, by notifying the Secretary to that effect not later than May fifteen, have a substitute appointed by the Board of Directors for that year. No member may have a substitute for two consecutive years.

The annual fee shall be the same as that of a regular member, which shall be due on or before the first meeting in November.

Substitute members shall not take part in any business of the Club.

#### Article II—OFFICERS

Officers shall be elected by ballot at the annual meeting: the President, Vice-Presidents, Recording and Corresponding Secretaries, and Treasurer for one year, and two Directors for three years.

No Director shall be eligible for re-election until one year after the expiration of her term of service.

A vacancy in the Board of Directors occurring during the Club year shall be filled by the Board for the remainder of that Club year.

## Duties of Officers

The President shall preside at all meetings of the Club and of the Board of Directors, and shall perform all the duties usually belonging to her office.

In the absence of the President, her duties shall devolve upon the First Vice-President; or, in her absence, upon the Second Vice-President. In the absence of all these officers the Club may elect a President pro tempore.

The Recording Secretary shall keep a full record of all meetings of the Club; and at each meeting the records of the previous meeting shall be read for correction and approval. The Corresponding Secretary shall have charge of the correspondence of the Club.

The Treasurer shall collect and have charge of all dues, fees, and other moneys of the Club; and shall spend or invest the same as may be directed by the Board of Directors. Bills shall be approved by the President before payment.

A correct account of receipts, expenditures, and investments shall be kept, and near the close of the year the same shall be audited by some one appointed by the Board of Directors, but not from its own members. The accounts shall be closed annually, and a report thereof submitted by the Treasurer to the Board of Directors at its last meeting for the year.

This report shall be read to the Club at the annual meeting.

The Board of Directors shall have charge of all affairs and manage all business of the Club concerning which no other provision is made in the By-Laws. The Board of Directors shall appoint one of its number as a Clerk, who shall keep its records and attend to such correspondence as it may direct. The Board shall submit, at the annual meeting, a report of the work of the Club for the year then closing.



### Article III—QUORUM

Twenty regular members of the Club shall constitute a quorum for the transaction of business.

### Article IV—MEETINGS

Regular meetings of the Club shall begin at a date and hour determined by the Board of Directors. The Club year shall begin the first Monday in November and end on a date as near the fifteenth of April as possible.

The meetings shall be held fortnightly upon the same day of the week as the first meeting unless otherwise determined by the Board of Directors.

Special meetings of the Club may be called by the President, through the Secretary, at the request of two Directors.

The Board of Directors shall arrange its own calendar, but shall adjourn all meetings, except the last for the year, to a fixed date.

### Article V—MANUAL

The business of this Club and of its Board of Directors shall be conducted according to the rules of procedure given in "Roberts' Rules of Order" when not otherwise provided for in the By-Laws.

### Article VI—GUESTS

At regular meetings of the Club, members may bring guests on payment of fifty cents for each guest.

### Article VII—AMENDMENTS

At any regular meeting the By-Laws may be amended by a vote of two-thirds of the members present and voting, provided the amendment proposed has been presented in writing at a regular meeting of the Club at least two weeks previous.

### Article VIII—SUSPENSIONS

By a unanimous vote, any By-Law, except Article VIII, may be suspended at any meeting for that day only.

This By-Law cannot be suspended.

# RULES OF PROCEDURE

For Nominating and Electing Officers of the  
November Club

A committee of three (3), (no member of which shall be an officer of the Club), shall be elected at the annual meeting to act as a nominating committee for the ensuing year.

At the annual meeting, the nominating committee shall present a slate, placing upon it the name of one candidate for each office for the following year, having first obtained the consent of each candidate.

All elections shall be by ballot.

Members shall vote by placing a cross before the name of the candidate for each office, and the voting shall be continued until all offices are filled, unless otherwise ordered by the Club.

## HOUSE COMMITTEE

No Department shall use the clubhouse, or incur any indebtedness for the same, without consulting the House Committee.









